



TOWN OF TYNGSBOROUGH

Office of the Selectmen

25 Bryants Lane

Tyngsborough, MA 01879

Tel: 978 649-2300 Ext. 100 Fax: 978 649-2320

Selectmen's Work Session Minutes and Finance Committee Meeting Minutes

Monday, March 8, 2007

6:00 P.M.

Town Offices

Selectmen present: Selectwoman Jacqueline Schnackertz, Selectman Rich Lemoine and Selectwoman Karyn Puleo.

Selectmen Absent: Selectman Kevin O'Connor, Selectman Jay Booth.

Staff present: Town Administrator Rosemary Cashman and Admin Assistant Therese Gay.

Finance Committee Present: John Griffin, Al Plante, and Kenneth Times, III

Members Absent: Colleen Gabriel, Jerome Goldhammer

The meeting was called to order, the Board and Committee members were introduced and the agenda read.

1. Budget Discussions

The Town Administrator presented a preliminary budget overview starting with the proposed budget request by the Departments.

2. Warrant Article Review

- Town Collector (STM Article)

The Town Collector said the collections for motor vehicle excise may not be what was projected. The Collector is working to upgrade his software to include the Assessors and the Sewer Dept. The article is on the special town meeting warrant because if the money is used in 2007 there will be a savings. The Board thanked the Collector for attending the meeting and for the information given.

- 6:45 p.m.: Board of Fire Engineers (ATM Articles)

The Fire Chief, Tim Madden, and Chairman Art Michaud, Board of Fire Engineer Chairman presented the articles that were placed on the warrant. The articles for the replacement of protective gear and breathing apparatus have been approved by the Capital Asset Management Committee and will be on the warrant as capital items. The CAM Committee has prioritized the replacement of Car 1 and a Fire Truck for future years. The Fire Department and the CAM Committee will meet to reassess the replacement of vehicles. The Board thanked the Chief and Chairman for attending the meeting.

- 7:00 p.m.: Community Preservation Committee (ATM Articles)

The Chairman of the Community Preservation Committee presented the distribution of the CPA funds. The articles range from administrative fees to the yearly percentage

set aside for open space, housing and historic preservation. This year the open space plan update is a requirement and will use CPA funds to update. The CPC pays for the long-term debt associated with the purchase of the Kiwanis Land. The Community Preservation Committee is pursuing the purchase of the Shurfine property; the committee feels that this is a vital start to the forming of a town center. The Board thanked the CPC Chairman for attending the meeting.

3. Other Business

A. Reserve Fund Transfer Request

The Finance Committee was in receipt of a Reserve Fund Transfer for \$3,000 for legal notices and advertisements. The Committee reviewed and voted on the transfer.

A motion was made by Member Times to approve the transfer as submitted, second by Member Plante. The Finance Committee voted unanimously to approve the transfer.

A motion was made by Member Times to adjourn the meeting, second by Member Plante to adjourn the meeting.

4. Adjournment

A motion was made by Selectwoman Schnackertz to adjourn the meeting, second by Selectman Lemoine. The Board voted unanimously.

The meeting adjourned at 8:00 P.M.

Respectfully submitted

Therese Gay
Admin Assist.

Approved on _____